



Risk Assessment Document for Brookfield LTC

This risk assessment considers the potential for harm to come to children whilst they are in Brookfield LTC care. This risk assessment precedes the Child Safeguarding Statement (Section 11 (1b) Children First Act 2015) which is developed following this risk assessment process. In accordance with the requirements of Section 11 (1) of the Children First Act 2015 the risk is of abuse and not general health and safety risk (covered under a separate H&S policy and risk assessment).

Section 11 (1) of the Children First Act 2015 states that where a person proposes to operate as a provider of a relevant service, he or she shall, within 3 months from the date on which he or she commences as such a provider —

- (a) Undertake an assessment of any potential for harm to a child while availing of the service (in this section referred to as a “risk”).

Potential risk of harm to children	Likelihood of harm happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club/Region/National	Further action required ...
CLUB & COACHING PRACTICES				
Lack of coaching qualification a2/a5	L	<ul style="list-style-type: none"> ▪ Coach education policy ▪ Recruitment policy 	Club/Park/Province/NGB	
Supervision issues a10	L	<ul style="list-style-type: none"> ▪ Supervision policy ▪ Coach education policy 	Club/Park/Province/NGB	
Unauthorised photography & recording activities a21	L	<ul style="list-style-type: none"> ▪ Photography and Use of Images policy 	Club/Park/Province/NGB	
Behavioural Issues a2/a6	L	<ul style="list-style-type: none"> ▪ Code of Conduct ▪ Safeguarding Level 1 (min) ▪ Complaints & Disciplinary 	Club/Park/Province/NGB	

Potential risk of harm to children	Likelihood of harm happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club/Region/National	Further action required ...
No guidance for travelling and away trips a9/10	L	<ul style="list-style-type: none"> policy Travel/Away trip policy Child Safeguarding Training 	Club/Park/Province/NGB	
Lack of adherence with misc procedures in Safeguarding policy (i.e. transport) general safeguarding policy & a6/21	L	<ul style="list-style-type: none"> Safeguarding policy Complaints & disciplinary policy 	Club/Park/Province/NGB	
COMPLAINTS & DISCIPLINE				
Lack of awareness of a Complaints & Disciplinary policy a6	L	<ul style="list-style-type: none"> Complaints & Disciplinary procedure/policy Communications procedure 	Club/Park/Province/NGB	
Complaints not being dealt with seriously a6	L	<ul style="list-style-type: none"> Complaints & Disciplinary procedure/policy 	Club/Park/Province/NGB	
REPORTING PROCEDURES				
Lack of knowledge of organisational and statutory reporting procedures a16/a2	L	<ul style="list-style-type: none"> Reporting procedures/policy Coach education policy Code of Conduct /Behaviour 	Club/Park/Province/NGB	
No Children's Officer appointed a1	L	<ul style="list-style-type: none"> Reporting procedures/policy 	NGB	
No DLP Appointed a16	L	<ul style="list-style-type: none"> Reporting procedures/policy 	NGB Club	

Potential risk of harm to children	Likelihood of harm happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club/Region/National	Further action required ...
Concerns of abuse or harm not reported a16/a1	L	<ul style="list-style-type: none"> Reporting procedures/policy Child Safeguarding Training – Level 1 	Mandated Person Designated Liaison Person	
Not clear who Young People should talk to or report to a1	L	<ul style="list-style-type: none"> Post the names of CCOs, DLPs and MP 	CCO DLP	
FACILITIES				
Unauthorised access to designated children's play & practice areas and to changing rooms, showers, toilets etc. a10/a2	L	<ul style="list-style-type: none"> Supervision policy Coach education 	Club/Park/Province/NGB	
Unauthorised exit from children's areas a10/a2	L	<ul style="list-style-type: none"> Supervision policy Coach education 	Club/Park/Province/NGB	
Photography, filming or recording in prohibited areas a21	L	<ul style="list-style-type: none"> Photography policy and use of devices in private zones 	Club/Park/Province/NGB	
Children sharing facilities with adults e.g. dressing room, showers etc. a10	L	<ul style="list-style-type: none"> Safeguarding policy 	Club/Park/Province/NGB	
RECRUITMENT				
Recruitment of inappropriate people a5	L	<ul style="list-style-type: none"> Recruitment policy 	NGB Branch Club Park	

Potential risk of harm to children	Likelihood of harm happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club/Region/National	Further action required ...
			CCO Appropriate personnel	
Lack of clarity on roles a5	L	<ul style="list-style-type: none"> Recruitment policy 	Club/Park/Province/NGB	
Unqualified or untrained people in role a5	L	<ul style="list-style-type: none"> Recruitment policy 	Club/Park/Province/NGB	
COMMUNICATIONS AND SOCIAL MEDIA				
Lack of awareness of 'risk of harm' with members and visitors a1	L	<ul style="list-style-type: none"> Child Safeguarding Statement Training policy 	Club/Park/Province/NGB	
No communication of Child Safeguarding Statement or Code of Behaviour to members or visitors a1	L	<ul style="list-style-type: none"> Child Safeguarding Statement – display Code of Behaviour - distribute 	Club/Park/Province/NGB	
Unauthorised photography & recording of activities a21	L	<ul style="list-style-type: none"> Photography and Use of Images policy 	Club/Park/Province/NGB	
Inappropriate use of social media and communications by under 18's a18	L	<ul style="list-style-type: none"> Communications policy Code of conduct 	Club/Park/Province/NGB	
Inappropriate use of social media and communications with under 18's a18/a2/a3/a4	L	<ul style="list-style-type: none"> Communications policy Code of conduct. 	Club/Park/Province/NGB	

Potential risk of harm to children	Likelihood of harm happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club/Region/National	Further action required ...
GENERAL RISK OF HARM				
Harm not being recognised safeguarding policy	L	<ul style="list-style-type: none"> ▪ Safeguarding policy ▪ Child Safeguarding Training 	Club/Park/Province/NGB	
Harm caused by a10/a12d <ul style="list-style-type: none"> - child to child - coach to child - volunteer to child - member to child - visitor to child 	L	<ul style="list-style-type: none"> ▪ Safeguarding policy ▪ Child Safeguarding Training 	Club/Park/Province/NGB	
General behavioural issues a2/a3/a4/a6	L	<ul style="list-style-type: none"> ▪ Code of Conduct 	Club/Park/Province/NGB	

Explanation of terms used:

Potential risk of harm to children – these are identified risks of harm to children whilst accessing activities in the Club/Park/Province/NGB.

Likelihood of harm happening – the likelihood of the risk occurring in the club/park/province/NGB measured by you as Low/Medium or High.

Required Policy, Guidance and Procedure document – indication of the policy required to alleviate the risk.

Responsibility – provider should indicate where the responsibility for alleviating the risk lies.

Further action... - indicates further action that might be necessary to alleviate any risk ongoing.



This Risk Assessment document has been discussed and completed by Brookfield Tennis Club on 02/07/2021

Signed:

Date:

Name: Elizabeth Quinn

Role: Club President

Signed:

Date:

Name: Sandra Maguire

Role: Club Children's Officer